Presidential Management Fellows (PMF) Program
and Upcoming Application Briefing for Academic Stakeholders

PMF Class of 2024 Application Dates:
Noon (ET), Tuesday, September 12 – Noon (ET), Monday, September 25, 2023
What is the PMF Program?

“A call to lead, a call to serve”

The Presidential Management Fellows (PMF) Program is the Federal Government’s premier leadership development program for advanced degree holders across all academic disciplines. It is a two-year fellowship, full-time, with full salary and benefits leading to a career in Federal service.
PMF Program Mission:
To recruit and develop the next generation of Federal Government leaders drawn from all segments of society.

For over 45 years, the PMF Program has existed to provide Federal agencies with a pipeline of emerging leaders across all academic disciplines who represent the broad diversity of the United States.
A Rich History of Presidential Leadership and Commitment

**EO 12008 (1977)**
- Presidential Management Intern (PMI) Program
- Attract individuals with exceptional management potential
- Public administration/policy backgrounds

**EO 12364 (1982)**
- Maximum of 200 PMIs selected yearly
- Colleges and universities nominate
- Opened to non-public policy students

**EO 12645 (1988)**
- Maximum of 400 PMIs selected yearly

**EO 13318 (2003)**
- Changed name to Presidential Management Fellows (PMF) Program
- Expanded training and development requirements

**EO 13562 (2010)**
- Placed PMF within Pathways Programs
- Schedule D Appointing Authority
- Extended eligibility to include recent graduates
- Eliminated nomination process
PMFs Make a Positive Impact on Our Nation

Over 10,000 individuals have gone through the PMF Program over its 46-year history. Here are some of our notable alumni:

Sean O’Keefe
• PMF at Office of Management and Budget
• Secretary of the Navy
• Administrator of NASA
• CEO of Airbus
• Current Professor Syracuse University

Ambassador Bonnie Jenkins
• PMF at Department of Defense and State Department
• Former Ambassador
• Founder of Women of Color Advancing Peace and Security and Conflict Transformation (WCAPS)
• Current Under Secretary of State for Arms Control and International Security Affairs

Dr. Kathleen Hicks
• PMF at the Department of Defense
• Former Principal Deputy Under Secretary of Defense for Policy
• Current Deputy Secretary of Defense

Heather Dawn Thompson
• PMF at Department of Justice
• Former Director of Government Affairs for the National Congress of American Indians
• Current Director of the Office of Tribal Relations at USDA
PMF Program Overview

• Pipeline for Future Leaders in Federal Government
• Involves a very competitive and rigorous application and assessment process.
• Two-year, full-time fellowship with salary and benefits, training and development, with potential to be converted to a permanent position at the conclusion of the fellowship
• Initial appointment at the GS-9/11/12 (or equivalent)
  • Potential initial salary range (DC Metro Area for 2023): $64,947 - $122,459
  • Promotion potential to the GS-13
Fellowship Components

- Rigorous Leadership Development & Individual Development Plan
- Minimum of 160 hours of formal interactive training
- At least one 4 to 6 months Developmental Assignment
- Optional Rotational Opportunities
- Assignment of senior-level Mentor
Fellowship Components

• Benefits of a Federal employee, such as insurance plans (health, dental and vision, life, flexible spending accounts, etc.), paid holidays, leave, flexible work hours, and Thrift Savings Plan.

• Potential other benefits such as Public Transportation Subsidies, Telework/Remote work, and Student Loan Repayment.

• Opportunity to noncompetitively convert to a term or permanent Federal position upon successful completion of program requirements.
“The PMF Triathlon”

1. Applicant
   • Apply in September

2. Semi-Finalist
   • Participate in Fellows Structured Interview (FSI)

3. Finalist
   • 12 months to find PMF appointment (i.e., from the date Finalists are announced)

Fellow
   • Two-year fellowship at a Federal agency
Where Have PMFs Been Placed

Where do Fellows Work?

Since 2014
over 100 Federal agencies
42 agencies and 122 sub-agencies

Since 2017
27 States
Where Do PMFs Work? (By Federal Agency)

Over the past five years (2019-2023), these are the top 11 agencies where PMFs have been placed.
Where Do PMFs Work? (By State)

- Over the past five years (2019-2023), these are the top nine States where PMFs have been placed.
- Note that historically, 79% of Initial Duty Stations were in Washington, DC, Maryland, and Virginia (commonly referred to as the “DMV”).
  - However, many positions have been full-time remote work.
## Tentative Application Timeline for Class of 2024

<table>
<thead>
<tr>
<th>Date/Timeframe</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>August/September 2023:</strong></td>
<td>Informational webinars for potential applicants</td>
</tr>
<tr>
<td><strong>September 12-25, 2023:</strong></td>
<td>The PMF Class of 2024 Application opens at Noon (ET), Tuesday, September 12, 2023, and closes at Noon (ET), Monday, September 25, 2023</td>
</tr>
<tr>
<td>Approximately 3-4 weeks after application closes:</td>
<td>Semi-Finalists are selected and notified</td>
</tr>
<tr>
<td><strong>Anticipated to be conducted over 6-8 weeks after Semi-Finalists selected:</strong></td>
<td>Fellows Structured Interviews (FSI) assessment conducted for Semi-Finalists</td>
</tr>
<tr>
<td><strong>Anticipated by early-February 2024:</strong></td>
<td>PMF Class of 2024 Finalists announced</td>
</tr>
</tbody>
</table>
Who is Eligible to Apply?

- **Current and Recent graduates with Advanced Degrees** (e.g., Master’s, Professional, or Doctorate) from accredited institutions worldwide.
  - Graduates from foreign schools who are selected as Finalists will be required to use a credential evaluation service to deem U.S. equivalency.
- May apply within the last year of study OR up to 2 years after completing advanced degree from the start of the annual PMF application opening date.
- No waivers or deferrals.
- Either a U.S. Citizen –OR- can legally work in the U.S.
2024 Application dates

- **Class of 2024 Application will be open from September 12-25, 2023**
  - For current graduates, all advanced degree requirements completed by August 31, 2024 (next year).
  - Advanced degree completed between September 12, 2021-September 12, 2023; the 2-year rule.
  - **Full range of eligibility dates:** Completed or expect to complete your advanced degree between 09/12/2021 - 08/31/2024.
What’s New for the 2024 Application

• We have added the following degrees to our database:
  • Forensic Science
  • Homeland Security/Defense
  • Human Development
  • Leadership/Management
  • Occupational Safety and Health
  • Organizational Behavior
  • Paralegal Studies
  • Psychology/Counseling
  • Science (Other)
  • Sports
  • Transportation

• Application Criteria: For a full list of available degrees, skills, and languages for applicants to choose from when applying, please refer to the “Application Criteria” resource posted under the “Become a PMF” and “Academia” sections on the PMF website at www.pmf.gov.
Application Process

• Application takes place annually in the fall for a two-week period.
• Announcement is posted on www.USAJOBS.gov on opening day.
• Applicants apply on the Apply Site of the PMF Talent Management System (TMS).
• Applicants apply online and the application includes:
  • **Resume**: this document can be in any format as long as it includes all of the required elements.
  • **Transcript (and/or alternative)**: this document is meant to provide proof that the applicant either has earned or is going to earn an advanced degree within the appointment eligibility timeframe.
  • **Supporting documentation**: for any claims to veterans’ preference and/or reasonable accommodations for the assessment process.
  • **An Online Assessment**: two parts assessment.
Transcript Requirements

• The transcript (and/or alternative) must identify:
  1. Applicant’s Name
  2. College/University Name and/or Official Logo
  3. Qualifying Advanced Degree Program
  4. Degree Completion Date or Anticipated Degree Completion Date

• Transcript may be an unofficial transcript

• Some online transcript systems do not show all required elements
  • An alternative is a letter from the appropriate school official (career services, registrar’s office, dean, counselor, faculty member, etc.) their contact information, identifying all the required elements, on school letterhead, and signed by the official

• Documents must be in English and legible for consideration
Assessment Process

• The assessment process is designed to measure the following competencies that are critical to success in a PMF role:

1. Attention to Detail
2. Flexibility
3. Integrity/Honesty
4. Interpersonal Skills
5. Oral Communication
6. Reasoning
7. Self-Management
8. Supporting Diversity

• These are further defined under the “Become a PMF/Assessment Process” webpage at www.pmf.gov.
The online assessment is administered in an un-proctored environment and includes two parts:

1. The Fellows Behavioral Assessment Tool (FBAT)
2. The Fellows Situational Assessment Tool (FSAT)

- The FBAT will ask applicants about behaviors related to competencies critical for PMF roles.
- The FSAT will ask applicants to evaluate various courses of action in response to PMF work-related situations.
Assessment Process

• Each part of the online assessment is timed. Across both online assessment parts and anticipated to be no more than 2 hours.

• Sample questions for each part are included in the *PMF Applicant Handbook*. No special training or experience is required to answer the questions in the online assessment.

• NOTE: An applicant may complete each of the online assessment parts at different times or all at once, as long as the applicant completes the entire online assessment and submits the application by the closing of the announcement (unless otherwise instructed).
  • For example, an applicant can start and complete Part 1 and then start and complete Part 2 later. However, once an applicant starts a part, they must complete that part.
Fellows Structured Interview

- A structured interview is an assessment method designed to measure job-related competencies of candidates by systematically inquiring about their behavior in past experiences and/or their proposed behavior in hypothetical situations.

- Applicants who are invited to the Semi-Finalist stage will receive an invitation to schedule a Fellows Structured Interview (FSI).

- Semi-Finalists will complete an approximate 30-minute audio interview with a live panel of assessors.
  - Semi-Finalists will be asked to respond to a series of questions related to critical competencies for the PMF role.

- For additional information on the assessment process, please refer to the PMF Applicant Handbook, found under the “Academia/Resources” and “Become a PMF/Resources” sections of the PMF website.
Selection Criteria

• All applicants are evaluated on the same criteria. Finalists are chosen based on:

  (1) Ability to meet eligibility requirements
  (2) Complete application
  (3) Online assessment results
  (4) Structured interview results (i.e., for Semi-Finalists)
  (5) The total number of Finalists authorized for each year

• Finalists will be announced approximately 4 weeks after the structured interviews conclude. We anticipate announcing the PMF Class of 2024 Finalists in early-February 2024.
Most Common Mistakes

1. Transcript issues (this is the #1 most common mistake)
   • Specifically, not including the degree completion date or anticipated degree completion date

2. Insufficient documentation

3. Waiting until the last minute to apply
If an Applicant Becomes a Finalist

- Finalists search for PMF appointment opportunities through the PMF TMS (Talent Management System).
  - Finalists may opt-in to be electronically notified of posted appointment opportunities.
- Available positions change throughout the year.
- PMF Program Office sponsors an annual hiring event.
- Appointment eligibility of 12 months from the date selected as Finalists to secure a PMF appointment.
If an Applicant Becomes a Finalist

• Employment policies and incentives determined by individual hiring agencies.
• Finalist must meet the qualifications of the PMF position.
• Appointment Eligibility Extensions:
  • If a Finalist has accepted a PMF appointment or applied to a position but cannot onboard by the deadline, an agency may request an extension.
If a Finalist Gets Appointed as a PMF

• Two-year, full-time position at a Federal agency with full salary and benefits.
• Initial appointment at the GS-9, 11, or 12 (or equivalent), based on applicant qualifications and agency needs.
• Promotion potential up to the GS-13 (or equivalent) during fellowship.
• May noncompetitively convert to a term or permanent position.
• Typical career path with limited experience (or equivalent):
  • Appointment: GS-9, $64,957 - $84,441
  • 1-year Anniversary: GS-11, $78,592 - $102,166
  • Program Completion: GS-12, $94,199 - $122,459

NOTE: The salaries shown are based on a range covering the Washington, DC, metro area for 2023. Salary tables are typically adjusted annually in January and based on geographic location.
Resources for Applicants & Recruiting

- **Become a PMF** section of the PMF website for additional details on the application and assessment process, selection of Finalists, FAQs, and other resources.
- Monitor the **Become a PMF/2024 Application** section on the PMF website for any updates to the timeline.
- The announcement posted on USAJOBS on opening day.
- Avoid third-party information.
- Monitor News & Events on PMF website for any announcements.
- **PMF Applicant Handbook**: the go-to resource for prospective applicants.
PMF Ambassadors

• The PMF Ambassadors Program is an active volunteer network of current PMFs and PMF Alumni who support PMF recruitment and outreach activities.

• The PMF Program Office works closely with ambassadors and draws on this roster to match them with relevant opportunities to support PMF recruitment/outreach.

• Opportunities may include participating in career fairs/information sessions, speaking on career panels, supporting Handshake efforts, or serving as mentors/guides for prospective applicants.

• Ambassadors are also provided with resources and training from the PMF Program Office in case they would like to conduct their own outreach activities.
PMF Ambassadors

• Interested in engaging a PMF Ambassador? Visit the “Current PMFs/PMF Ambassadors” webpage at www.pmf.gov to view the PMF Ambassadors Directory.

• This directory includes the following information for PMF Ambassadors who provided us their consent to be listed: Name, Advanced Degree Background, Email, PMF Class Year, Advanced Degree Alma Mater, Undergraduate Degree Alma Mater, Agency/Sub-Agency, and Current Location/Duty Station.

• Please note that the individuals listed here are volunteers and are sharing in their personal capacity as Fellows/PMF Alumni, and not on behalf of their respective agencies. The directory is subject to change and Ambassadors may opt-out at any time.
Resources for Academia

- Most resources for academia can be found under the “Academia” section of the PMF website, including:
  - General guidance on advising students
  - Publicizing PMF on Campus via flyers, information sessions (with suggested slides), and info on PMF Ambassadors (next slide)
  - Academia Checklist
  - PMF Applicant Handbook
  - Required Application Documents and Alternative Letter
  - PMF Brochure for Potential Applicants
  - Flyer on 2024 Application Informational Webinars for Potential Applicants
  - …and more!
- Additionally, please be sure to join the PMF Subscriber List for Academic Stakeholders by going to https://apply.pmf.gov, click on “Subscribe”, and follow the instructions.
- The PMF Program has an active presence on Handshake; visit our employer page to learn more.
Asks for Academic Stakeholders

1. Help us spread the word about the PMF Program, upcoming application, and info sessions among graduate students and colleagues.
   • Information on the above can be found in the following places:
     • On the PMF website under the “Become a PMF/2024 Application” webpage.
     • PMF Class of 2024 Application “News & Events” post on the homepage.

2. Is the PMF Program on your institution’s website?
   • If not, do you have a fellowships page or career center page it can be added to?

3. Cross-post the announcement once the application is live.
   • Can you utilize your career center portal or Handshake account to post the link to the 2024 PMF application when it goes live on September 12th?
Links

• Visit us https://www.pmf.gov

• Sign up for the PMF Subscriber Lists to stay informed at https://apply.pmf.gov

• Application Inquiries: pmfapplication@opm.gov

• PMF Applicant Handbook (the go-to resource for Applicants): https://www.pmf.gov/become-a-pmf/resources/
Still have questions?
Visit the “Academia/FAQs” and “Become a PMF/FAQs” webpage on the PMF website
Thank you!